

**RECORD OF PROCEEDINGS**

Minutes of

**HAMBDEN TOWNSHIP TRUSTEES**

Regular

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ June 1, \_\_\_\_\_ 2022

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 1, 2022 at 6:30 p.m. with the following members present Paul Molan, Keith McClintock and Pam Carson. Also present was Fiscal Officer Mike Romans, and Don Rice from Metzenbaum.

Chairman Molan called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. Molan reported that there was a quorum. All three trustees were present.

Don Rice, Superintendent at the Metzenbaum Center, was present to update the board on the needs and services of the Center following the covid hiatus. There are over 1,000 people receiving currently receiving services. Their youngest client is 4 months old to the oldest who is 94. Clients are aging well. If you know of a child that may need services such as OT, PT, Speech, Hearing, etc. please contact Metzenbaum and they will be happy to test any child in need. They want all children to function normally or to the best of their ability before they become school age. He thanked the board for their continued support of their levies which provide 75-80% of their funds along with matching funds from the government. Their biggest challenge is the lack of workers. Mr. Rice is encouraging anyone that may need a job to apply. Their newest promotion is called Shared Living which is a foster care relationship with their clients. The client actually becomes part of your family. Funds are available for this service. The Trustees thanked Mr. Rice for the update and thanked him for the services that Metzenbaum provided for the community.

**OLD BUSINESS**

Status of Salt Building Repair – Mr. Romans received an email from Accu-Steel with an alternative repair suggestion. There may be a way to fix with a cost of less than \$500.00 for hardware. We would have to rent a lift to do this. Mr. Romans thought it would be a good idea to listen to the presentation as we are on a prorated warranty and it may cost the township close to \$3,000.00 for parts. He does not have a firm cost except those from the emails. Susan Weiland sent a second letter to the company and talked with the vice president who indicated they may be able to give us a lower rate instead of retail. It was decided to contact the designer and go ahead with the conference call to see what they have to offer.

**NEW BUSINESS****MINUTES**

Minutes to be ready for the next meeting.

**ZONING INSPECTOR**

No Report

**ZONING**

No Report

**FIRE DEPARTMENT**

Mr. Hildenbrand presented the May call report. He stated it was their busiest month ever with 95 calls. Memorial Day went well with a good crowd.

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Mr. Romans explained the financial procedure for the purchase of the new ambulance. By signing the purchase agreement with Penn Care will start the construction of the ambulance which will take approximately 700 days.

**MOTION 2022-70** Made by Pam Carson, seconded by Keith McClintock to purchase a new Ford F-550 diesel ambulance from Penn Care Inc. for \$270,050.00 as designed per the attached specifications. Motion carried by unanimous vote.

**FINANCIAL**

Mr. Romans reported that month end payroll warrants and taxes totaling \$12,767.23 were issued.

Mr. Romans reported that vendor warrants #13289 through and including #13310, totaling \$14,003.23 were submitted to the Board for approval and signature. Backup was attached to the checks. He asked the Board if there were any questions or discussion regarding the bills. If not, they will stand as approved and be mailed out. There were no questions from the Board.

Mr. Romans reported purchase orders #92-2022 through and including #93-2022 were issued.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that the budget hearing for the 2023 budget with the County Budget Commission will be held on Monday, August 15<sup>th</sup> at 11:15 a.m.

**ROADS**

Ms. Carson asked the Board to pass a resolution to adopt the Geauga County Commissioners Highway Use Manual and authorizing the Geauga County Engineer to issue and enforce all policies and procedures outlined therein.

**RESOLUTION 2022-11:** Made by Pam Carson, seconded by Keith McClintock to adopt the Geauga County Commissioners Highway Use Manual and authorizing the Geauga County Engineer to issue and enforce all policies and procedures outlined therein. Upon call of roll: Ms. Carson – yes, Mr. McClintock– yes, Mr. Molan– yes. Motion carried by unanimous vote.

Mr. McClintock reported on the Statement of Qualifications for the architectural services for the service garage. In order for the township to go the Budget Commission we need to show we are setting funds aside for the garage. Mr. McClintock recently received additional information on the project before the meeting. Therefore, the discussion on "Statement of Qualifications" will be tabled until the next meeting.

Mr. Molan asked for a motion to appoint Bob Hall as the Assistant Road Superintendent. **MOTION 2022-71** made by Pam Carson, seconded by Keith McClintock to appoint Bob Hall Assistant Road Superintendent. Motion carried

Effective June 1, 2022, the township received notice from Cintas stating they would be increasing their prices. Mrs. Dottore contacted the company to let them know we want to discontinue their service and what do we need to do to make that happen. Cintas will be sending a service manager tomorrow to discuss options.

**TOWNSHIP HALL**

No report.

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Held \_\_\_\_\_ June 1, \_\_\_\_\_ 20<sup>22</sup>**SAFETY**

No report.

**PARK**

Only one contractor submitted an estimate for the detention pond landscaping. One was too busy, the other two made no response. Mrs. Carson stated that the \$32,266.00 quote from Wiley Landscaping came in under budget but over the estimate. She spoke with the contractor to adjust some of the grasses to come within the estimate. He was not able to provide the new quote before this meeting. This will be tabled until the next meeting.

**CEMETERY**

Mr. Molan reported that we are still waiting on the re-make of the Niche door slab that was ordered last June. The door arrived broken in January. Susan Weiland sent a letter to Salem Stone. They claim we will receive the new niche door this week.

Mr. Molan stated the status of removing permanent plantings in the cemetery that are against the rules. When the yellow sign was removed calls stated coming in asking if that means they can plant again. Ms. Carson stated that there is a sign that clearly outlines the rules of plantings in the cemetery.

**MISCELLANEOUS**

Mr. Molan reported that since the last trustee meeting the following correspondence was sent to the Board:

- May 20<sup>th</sup> and 27<sup>th</sup> Legislative Alert
- May 9<sup>th</sup> Weekly Work Logs
- May 12<sup>th</sup> and 16<sup>th</sup> Park Inspection Reports

Mr. Molan asked the board if there were any questions, if not the correspondence will be filed in the office.

Mr. Romans suggested that the board try to find someone to replace the part-time summer employee that will be leaving at the end of August. Typically, we would have someone until the end of October. The Trustees agreed to go ahead and try to find someone for two months.

**MOTION 2022-72** Made by Pam Carson, seconded by Keith McClintock to enter into executive session to discuss employee compensation at 7:13 p.m. Motion carried by unanimous vote.

Exited executive session at 7:34 p.m. Resumed regular session.

**MOTION 2022-73** Made by Pam Carson, seconded by Keith McClintock due to his promotion to Assistant Road Superintendent to increase the hourly rate of Bob Hall by \$1.50 per hour effective immediately and an additional \$.50 per hour at the successful completion of his probationary period. Motion carried by unanimous vote.

Mr. Molan asked if there was any further business or questions to come before the Board. There was none.

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Held June 1, 20 22

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, June 15, 2022 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:35 p.m.

ATTESTED TO:

APPROVED BY:

  
Linda Petkosek

  
Paul Molan

DATE APPROVED:

  
Keith McClintock

July 6, 2022

  
Pam Carson